



**DEPARTMENT OF THE ARMY**  
**U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD**  
**320 MANSCEN LOOP STE 316**  
**FORT LEONARD WOOD, MISSOURI 65473-8929**

REPLY TO  
ATTENTION OF

ATZT-PTM

09 AUG 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy #72-06, Civilians on Ranges

1. REFERENCES.

- a. FLW 210-14, Ranges and Training Areas, 16 Jun 03.
- b. DA PAM 385-63, Range Safety, 10 Apr 03.
- c. AR 385-63, Range Safety, 19 May 03.
- d. AR 405-80, Management of Title and Granting Use of Real Property, 10 Oct 97.
- e. AR 350-19, The Army Sustainable Range Program, 30 Aug 05.

2. PURPOSE. To establish policy and guidelines for civilian visitors and use of training areas and ranges on Fort Leonard Wood.

3. GENERAL. This policy is effective for all units utilizing Ranges and Training Areas on Fort Leonard Wood to include visiting National Guard, Reserve and DOD elements.

4. POLICY/PROCEDURES.

- a. Commanders will ensure compliance with Fort Leonard Wood policies on civilian visitors to ranges and training areas.
- b. Commanders at every level must be personally involved with this program to ensure proper procedures for obtaining clearance are followed.
- c. At no time will civilians and or family members be allowed to participate in IET/IMT or unit training events. Observation of events can be coordinated IAW paragraph f of this policy letter; however they cannot be active participants in the training.
- d. When the installation training complex is requested for use by nonmilitary organizations such as schools; county, municipal, state, or federal agencies; organized clubs (including rod and gun clubs); or civic associations, the following requirements apply.

(1) The organization or agency will comply with requirements and procedures established by AR 385-63/MCO 3570.1B, this policy letter, and local range regulations and SOPs.

(2) Requests for use will be coordinated via staffing paper with the installation range control office, safety office, and the Judge Advocate General (JAG), and submitted to the Garrison commander for approval. Allow a minimum of 30 days for staffing and approval.

(3) Requests will identify if non-DOD associated minors will be involved in firearms activities. If so, the activity must be an approved course of marksmanship training, unless otherwise approved by the Garrison Commander.

(4) A license must be obtained between the installation and the nonmilitary organization, detailing all rights and responsibilities of each party, liabilities, procedures, and regulatory and procedural requirements. This agreement will be incorporated into the report of availability as required by AR 405-80.

(5) The nonmilitary organization designates an OIC and RSO. Personnel designated as OICs and RSOs will complete a pistol and rifle course approved by the National Rifle Association, or equivalent (for example, the U.S. Pistol Shooters Association). The Garrison Commander, based on input from the range control officer, safety officer, JAG, and other staff agencies, as appropriate, determine the equivalency.

(6) The installation range control officer will ensure designated OIC and RSO are briefed on their duties and responsibilities.

e. Military family members engaging in authorized marksmanship training or participating in activities involving weapons firing, such as organizational or family days, will comply with this regulation, installation range regulations, and SOPs. Requests for these activities will specify if minors will be involved.

f. Civilian personnel, such as military family members and local populace, must receive authorization from the installation range control officer to enter the training complex to participate in or observe capabilities exercises, fire power demonstrations, training courses, competitions, or other types of firing. Such personnel will remain in designated safe areas as determined by the installation range control officer.

g. Inspection team members, or other official observers required on the firing line, firing position, or firing area will position themselves in safe areas as determined by the installation range control officer. These personnel must wear appropriate safety equipment, as specified by the local range regulations and the installation range control officer.

h. Civilians, to include family members and DOD civilians, must have approval from the installation range control officer to fire weapons within the installation training complex.


i. The DoD, US Government, and other nations' delegations arranged through Executive Services are exempt from this staffing requirement.

6. SUPERSESSION. This policy is in effect until superseded or rescinded and supersedes all previous policies, directives, and/or Standard Operating Procedures.

ATZT-DPTM

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7. PROPONENCY. The proponent for this policy is the G3/DPTM.

  
RANDAL R. CASTRO  
Major General, USA  
Commanding

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All Schools, Brigades, Battalions, Companies,  
Detachments, Tenant Units, Directorates,  
And Personal Staff Offices